

Official Record Index

| ltem No. | Description Da | ate Entered into Record |
|-------------|--|-------------------------|
| | | |
| 1. | Request/approval to study for discontinuance | 04/01/2011 |
| 2. | Notice (if appropriate) to Headquarters of suspension | N/A |
| 3. | Notice (if appropriate) to customers/district personnel of suspenses | ension N/A |
| 4. | Highway map with community highlighted | 03/17/2011 |
| 5. | Eviction notice (if appropriate) | N/A |
| 6. | Building inspection report & photos of building deficiencies | N/A |
| 7. | Post Office and community photos | 03/27/2011 |
| 8. | Form 150, Postmaster Workload Information | 04/01/2011 |
| 9. | Worksheet for calculating work service credit | 04/01/2011 |
| 10. | Window transaction record | 04/18/2011 |
| 11. | Record of incoming mail | 04/18/2011 |
| 12. | Record of dispatched mail | 04/19/2011 |
| 13. | Administrative postmaster/OIC comments | 04/08/2011 |
| 14. | Inspection Service/local law enforcement vandalism reports | 04/01/2011 |
| 15. | Post Office fact sheet | 04/29/2011 |
| 16. | Community fact sheet | 04/29/2011 |
| 17. | Alternate service options/cost analysis | 04/29/2011 |
| 18. | Form 4920, Post Office Closing or Consolidation Proposal—F (with past three fiscal years of total revenue and revenue unit | |
| 19. | Analysis of investigative findings/recommendations | N/A |
| 20. | Questionnaire instruction letter to postmaster/OIC | 05/05/2011 |
| 21. | Cover letter, questionnaire, and enclosures | 05/05/2011 |
| 22. | Returned customer questionnaires & PO response letters | 06/27/2011 |
| 23. | Analysis of questionnaires | 07/11/2011 |



| Item <u>No.</u> | Description E | Date Entered into Record |
|--------------------|--|--------------------------|
| 24. | Community meeting roster | 06/08/2011 |
| 25. | Community meeting analysis | 06/08/2011 |
| 26. | Community meeting letter | N/A |
| 27. | Petition and Postal Service response letter (if appropriate) | N/A |
| 28. | Congressional inquiry and Postal Service response letter | 06/13/2011 |
| 28a. | Additional customer input | 06/15/2011 |
| 29. | Proposal checklist | 06/28/2011 |
| 30. | District notification to Government Affairs | 06/20/2011 |
| 31. | Instructions to postmaster/OIC to post proposal | 06/28/2011 |
| 32. | Invitation for comments exhibit | 07/07/2011 |
| 33. | Proposal exhibit | 07/07/2011 |
| 34. | Comment form exhibit | 07/07/2011 |
| 35. | Instructions for postmaster/OIC to remove proposal | 09/02/2011 |
| 36. | Round-date stamped proposals & invitations for comments | 10/04/2011 |
| 37. | Notification of taking proposal & comments under considerat | ion 09/07/2011 |
| 38. | Customer comments and Postal Service response letters | 08/15/2011 |
| 39. | Premature PRC appeal & Postal Service response letter | N/A |
| 40. | Analysis of comments | 10/04/2011 |
| 4 1. | Revised proposal (if appropriate) | N/A |
| 42. | Updated Form 4920 (if appropriate) | N/A |
| 43. | Certification of record | 10/04/2011 |
| 44. | Log of Post Office discontinuance actions | 10/04/2011 |
| 45. | Transmittal to Vice President, delivery and retail, from district manager, customer service and sales 10/05/2011 | |
| 46. | Headquarters' acknowledgment of receipt of record | 10/05/2011 |
| 47. | Final determination transmittal letter from Headquarters | 10/11/2011 |



| Item No. | Description | Date Entered into Record |
|-------------|---|--------------------------|
| 48. | Instruction letter to postmaster/OIC on posting | 10/17/2011 |
| 49. | Round-date stamped final determination cover sheets | 11/18/2011 |

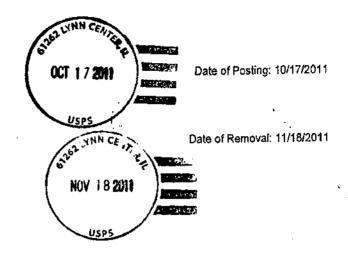
OVER, 1/2011 61233

Date of Posting: 10/17/2011

Date of Removal: 11/18/2011



FINAL DETERMINATION TO CLOSE THE ANDOVER, IL POST OFFICE AND ESTABLISH SERVICE BY RURAL ROUTE SERVICE Item 49 Page 2



FINAL DETERMINATION TO CLOSE THE ANDOVER, IL POST OFFICE AND ESTABLISH SERVICE BY RURAL ROUTE SERVICE

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